

**EQUAL EMPLOYMENT PRACTICES COMMISSION
CITY OF NEW YORK**

RESOLUTION #96/05-026: Preliminary Determinations Pursuant to the Audit of the Department of Parks and Recreation and its compliance with the City Charter-mandated Affirmative Employment Plan from July 1, 1993 to December 31, 1995.

Whereas, pursuant to Chapter 36, Section 831(d)(2) and (5) of the New York City Charter, the Equal Employment Practices Commission (EEPC) is authorized to audit and evaluate the employment practices, programs, policies, and procedures of city agencies and their efforts to insure fair and effective equal employment opportunity for minority group members and women and to make recommendations to city agencies to insure equal employment opportunity for minority group members and women; and

Whereas, in accordance with Chapter 36, Section 832© of the City Charter, the Commission may make a preliminary determination pursuant to Section 831(d) that any plan, program, procedure, approach, measure or standards adopted or utilized by any city agency does not provide equal employment opportunity. Now, Therefore,

Be It Resolved,

that pursuant to the audit of the Department of Parks and Recreation and its compliance with the City-Charter mandated Affirmative Employment Plan (AEP), the Equal Employment Practices Commission hereby affirms and adopts the following preliminary findings:

1. The current and past two EEO Officers have not met with agency supervisors to discuss their rights and responsibilities under the AEP.
2. Supervisors, who provide individual orientation sessions for new employees, have not been directed by the EEO Office to discuss the AEP at those meetings.
3. New hire packages for permanent and seasonal employees do not include agency EEO policy statements.
4. The AEP is not available in formats accessible to disabled applicants and employees.
5. The Department of Parks and Recreation has not informed employees of their right to request reasonable accommodations under the disability rights laws and the AEP.
6. The Department of Parks and Recreation's "Internal Complaint Process" lacks several important features contained in the New York City Department of Citywide Administrative Services's model agency complaint and investigation procedure.
7. The New York City Office of the Comptroller, in its August 1, 1996 study of City agency discrimination complaint systems, found various deficiencies in the Department of Parks and Recreation's discrimination complaint and investigation procedure.

8. The Department of Parks and Recreation discontinued its preventive sexual harassment training program in 1996.
9. Discrepancies exist between Department of Parks and Recreation workforce data and CEEDS data.
10. The Department of Parks and Recreation has not routinely advertised in minority- and female-oriented media for positions in which minorities and/or women are underutilized.
11. The "Parks 40 Program," which was successful in advancing minority and female employees within the Department of Parks and Recreation, was discontinued in 1995.
12. Selection, promotion, and evaluation devices/criteria have not been reviewed to determine if there is a disparate impact on minorities and women.
13. The Department of Parks and Recreation has not conducted structured interview training for its supervisors.
14. The Department of Parks and Recreation does not maintain referral/recruitment data.
15. The EEO Officer does not spend 100% of her time on EEO matters.
16. The EEO Officer does not advise the agency personnel officer on recruitment strategies.
17. 80% of survey respondents are unfamiliar with the EEO Officer.
18. 77% of survey respondents indicated that EEO policy statements are not posted on agency bulletin boards.
19. 82% of survey respondents do not have a copy of the discrimination complaint procedure and 75% do not know how to file a discrimination complaint.
20. The Department of Parks and Recreation's managerial performance evaluation form does not contain a separate rating for EEO-related performance.

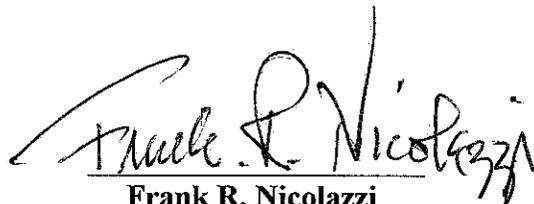
Be it finally resolved

that the Commission authorizes the Chairman to forward a letter to the Commissioner of the Department of Parks and Recreation, Henry J. Stern, formally informing him of the findings with appropriate explanations and recommendations and requesting, pursuant to Chapter 36 of the City Charter, his response to these findings within thirty days of the letter indicating what corrective actions the Department of Parks and Recreation will take to bring the agency in compliance with the City's Equal Employment Opportunity Policy.

Approved unanimously on December 11, 1996.

Manuel A. Mendez
Commissioner

Jeannette Diaz, Esq.
Commissioner

A handwritten signature in black ink, reading "Frank R. Nicolazzi". The signature is written in a cursive style with a large, sweeping initial "F".

Frank R. Nicolazzi
Vice-Chairman

**EQUAL EMPLOYMENT PRACTICES COMMISSION
CITY OF NEW YORK**

RESOLUTION #98/04-846C Determination of implementation of compliance by the Department of Parks and Recreation with recommended corrective actions made by the EEPC pursuant to its audit of the Department of Parks and Recreation's Affirmative Employment Plan from July 1, 1993 to December 31, 1995.

Whereas, pursuant to Chapter 36, Section 831(d)(2) and (5) of the New York City Charter, the Equal Employment Practices Commission (EEPC) is authorized to audit and evaluate the employment practices, programs, policies, and procedures of city agencies and their efforts to insure fair and effective equal employment opportunity for minority group members and women and to make recommendations to city agencies to insure equal employment opportunity for minority group members and women; and

Whereas, pursuant to its audit of the Department of Parks and Recreation, the Equal Employment Practices Commission issued a preliminary determination letter dated January 31, 1997, setting forth its findings and recommended corrective actions; and

Whereas, in accordance with Chapter 36, Section 832 (c) of the City Charter, the EEPC monitored the Department of Parks and Recreation for a period of six months, from June through November 1997, to determine whether it implemented the aforementioned recommended corrective actions. Now, Therefore,

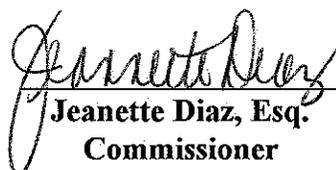
Be It Resolved,
that the Department of Parks and Recreation has fully implemented all recommended corrective actions deemed necessary to ensure compliance with equal employment opportunity pursuant to the requirements of Chapter 35 and 36 of the City Charter.

Be It Finally Resolved,
that the Commission authorizes the Chairman to forward a letter to the Commissioner of the Department of Parks and Recreation, Henry J. Stern, formally informing him that the agency has implemented all recommended corrective actions.

Approved unanimously on February 5, 1998.

Angela Cabrera
Commissioner

Manuel A. Mendez
Commissioner


Jeanette Diaz, Esq.
Commissioner